

**ARIZONA STATE SCHOOLS FOR THE DEAF AND THE BLIND  
POSITION DESCRIPTION**

**POSITION TITLE:** CAREER PATH TECHNICIAN COORDINATOR

**POSITION LOCATION:** ASDB

**POSITION REPORTS TO:** Career/Vocational Education Specialist

**POSITION SUPERVISES:** Working supervisor of Career Path Technicians

**MINIMUM QUALIFICATIONS:**

High School Diploma or GED equivalent, rating of Intermediate Interpretation or Transliteration via IQAS (or equivalent) or 2 years of experience in providing supervision to support staff in a rehab or educational setting. Training or experience related to the vocational support of Deaf individuals and the experience/ability to utilize related skills, a valid Arizona Driver's License and an excellent driving record.

**PREFERRED QUALIFICATIONS:**

Associate Degree in ASL interpretation, certification in both Interpretation and Transliteration via a national certifying body, 5 years of experience in the supervision of support staff in a rehab or educational setting, training and 5 years of experience in mentoring staff who use ASL. Education courses in the area of special education, rehabilitation, counseling and guidance, or related fields; course work and experience which demonstrates knowledge of communication development (i.e., American Sign Language, assistive communication devices); course work in child development.

**MAJOR DUTIES AND RESPONSIBILITIES:**

Supervise daily work activities of Career Path Technicians. Direct Career Path Technicians in providing appropriate services to vocational students in their training programs. Assess training needs of student and ability of technicians to make appropriate training matches. Schedule technicians, coordinate support as needed. Provide feedback and support to technicians to assist them in providing quality support, develop skill remediation activities. Coordinate staff development activities for Career Path Technicians and Metro Tech teachers. Subs for technicians as needed. Coordinates with Metro Tech Coordinator to ensure maximum student participation in the program. Coordinate Career and College Day activities for students. Other duties as assigned.

**KNOWLEDGE, SKILLS AND ABILITIES:**

Knowledge of managing/scheduling staff, knowledge of behavior management techniques; ability to communicate effectively with individuals having various expressive and receptive language levels; including proficiency in American Sign Language, written English, ability to utilize adaptations appropriate to the student's communication needs (communication boards, etc).

**SPECIAL REQUIREMENTS/CONDITIONS:**

Follow Metro Tech calendar. Must utilize appropriate personal protective equipment as required.